

**OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE,
SHAHDARA DISTRICT, KARKARDOOMA COURTS, DELHI**

ORDER

In compliance to the directions contained in letter dated 12.02.2025 of Hon'ble Justice Sh. Yashwant Varma, Hon'ble Chairman, IT and AI Committee, High Court of Delhi, New Delhi, a Team/Committee of Shahdara District was constituted vide Order no. 1493-1511/Judl/SHD/KKD/2025 dated 15.02.2025. Further, in pursuant to email dated 22.02.2025 of Chairman-IT & Digitization, Delhi District Courts, the above said Committee of Shahdara District is hereby partially modified and hereby re-constituted with immediate effect, as under:-

SL. NO.	NAME OF THE COMMITTEE(S)	NAME OF THE JUDICIAL OFFICERS	DESIGNATION
1	COMMITTEE FOR MONITORING AND ENSURING TARGETED DIGITIZATION/SCANNING - SHAHDARA DISTRICT	1. SH. ARVIND BANSAL, ASJ -05 OIC DIGITIZATION CELL	CHAIRPERSON
		2. SH HARUN PRATAP, PO MACT-02, OIC RECORD ROOM	MEMBER
		3. MS CHARU ASIWAL, ACJ	MEMBER
		4. SH UDBHAV KUMAR JAIN, JMFC NODAL OFFICER COMPUTER BRANCH	MEMBER

However, any correspondence with the Ld. Principal District & Sessions Judge (H.Qs) and the Hon'ble High Court of Delhi shall be done only through the Ld. Principal District & Sessions Judge, Shahdara District.


(ARVIND KUMAR)

(Officiating) Principal District & Sessions Judge
Shahdara District, KKD, Delhi

No. 1720-1725/Judl./SHD./KKD/2025/Delhi,

Dated : 22/2/25

Copy forwarded for information and necessary action to :

1. The Registrar General, High Court of Delhi, New Delhi.
2. The Principal District & Sessions Judge (HQs), Tis Hazari Courts, Delhi.
3. The Concerned Judicial Officers alongwith the copy of above mentioned letter of Hon'ble High Court of Delhi.
4. All the Judicial Officers of Shahdara District, KKD, Delhi.
5. The OIC Computer Branch, General Branch, Care Taking Branch Karkardooma Courts, Delhi.
6. The Judge In-charge, Mediation Cell, Karkardooma courts, Delhi.

7. The Officer In-Charge Administration Branch, Shahdara District, KKD Courts, Delhi.
8. The H.O.O, OIC Accounts Branch, Shahdara District, Karkardooma Courts, Delhi.
9. Sh. Pawan Kumar Jain, Chairman, (IT/Digitization Cell), Delhi District Court.
10. The OIC Computer Branch, KKD Courts, Delhi.
11. The Chief Metropolitan Magistrate, Shahdara District, KKD Courts, Delhi.
12. The Administrative Civil Judge, Shahdara District, KKD Courts, Delhi.
13. The H.O.O, Shahdara District, KKD Courts, Delhi.
14. The Branch Incharge, Record Room/Digitization Cell is directed to place the matter before the committee .
15. The A.O. (Judl.)/Incharge, all Branches Shahdara District, Karkardooma Courts, Delhi.
16. The A.O. (Judl.)/Incharge, Care Taking Branch, Bail, Filing Section, Shahdara District, Karkardooma Courts, Delhi
17. PS to the Ld. PR. D&SJ, SHD, KKD, Delhi
18. The Website Committee, Karkardooma Courts.
Tis Hazari Courts, Delhi.
19. Dealing Assistant R&I, Shahdara to upload the same on LAYERS.


(Officiating) Principal District & Sessions Judge
Shahdara District, KKD, Delhi

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कार्यालय न्यायालय, दिल्ली
Office of the Principal District & Sessions Judge, GHD
Delhi

Constitution of Committee for Monitoring and Ensuring Targeted Digitization of Court Records

computerbranchthc-hq <computerbranchthc-hq@delhi.gov.in>
 Sat, 22 Feb 2025 10:22:47 AM +0530

To "pdj-central" <pdj-central@ddc.nic.in>, "pdj-south" <pdj-south@ddc.nic.in>, "pdj-east" <pdj-east@ddc.nic.in>, "pdj-southeast" <pdj-southeast@ddc.nic.in>, "pdj-shahdara" <pdj-shahdara@ddc.nic.in>, "pdj-northeast" <pdj-northeast@ddc.nic.in>, "pdjpsoffice-radc" <pdjpsoffice-radc@delhi.gov.in>, "pdj-newdelhi" <pdj-newdelhi@ddc.nic.in>, "pdj-southwest" <pdj-southwest@ddc.nic.in>, "pdj-north" <pdj-north@ddc.nic.in>, "pdj-west" <pdj-west@ddc.nic.in>, "pdj-northwest" <pdj-northwest@ddc.nic.in>, "Lakpa Tamang" <djnd.ddc@gov.in>

Cc "Sunil Kumar Sharma" <chairman-it@ddc.nic.in>, "RAVI VERMA" <digict.ddc@gov.in>, "Rajinder Singh Yadav" <rajsavi67@gmail.com>

Respected Sir/Madam,

Refer to the ibid subject and the letter dated 12.02.2025 of Hon'ble Mr. Justice Yashwant Varma, Judge-High Court of Delhi and Chairman of the IT & AI Committee, High Court of Delhi conveying thereby that the Delhi District Courts have initiated a large-scale digitization project to digitize records spanning approximately three centuries and the contract has already been awarded for the digitization and scanning of around 50 crore pages. This initiative represents a monumental step toward modernizing the judicial system, enhancing record management, and ensuring better accessibility and transparency.

It has also been communicated that timely completion of this project is critical for improving access to justice, preserving court records and achieving the intended outcomes. To ensure its success, the vendor engaged for the project has been instructed to scan a minimum of 2 lakh pages per day, per court complex, including Dheerpur Record Room. This necessitates the digitization of 16 lakh pages daily to meet the overall target. The project is designed to transform how records are managed and delivered, reducing the burden of physical records and providing greater efficiency and accessibility to all stakeholders.

In order to complete this massive task effectively and in a timely manner, your cooperation is vital. This collaborative effort will not only help meet the ambitious goals of this project but also set a benchmark for other jurisdictions. It will ensure that the Delhi District Judiciary remains at the forefront of the Hon'ble Chief Justice of India's initiative to transform the judicial system.

I would like to bring to your attention that as per information received from your district, the adequate physical space to the service provider has already been identified and provided. Additionally, the necessary electrical supply and local network infrastructure have been established, and the required digitization equipment has been installed.

The concerned Ld. Officer In-charges of Record Rooms & Digitization Cell and staff of Digitization Cell/Record Rooms of all districts/court complex have been briefed regarding the new project and their responsibilities. Training has also been imparted to all relevant officials posted in the Record Rooms (Sessions, Criminal, and Civil) and the Digitization Cells across all districts and court complexes.

Needless to say, a virtual meeting was held under the chairmanship of Hon'ble Mr. Justice Yashwant Varma with the Ld. Principal District & Sessions Judges of all

districts, Worthy Registrar General, Worthy Registrar (Vigilance) and Ld. CPC of the Hon'ble High Court of Delhi. During this meeting, it was emphasized that committees should be constituted in each district to monitor the progress of the digitization project and ensure adherence to the set timelines. These committees will also be required to submit fortnightly reports pertaining to the respective districts to the Ld. Chairman of IT & Digitization, Delhi District Courts.

A PowerPoint presentation detailing the Digitization Project, including a workflow chart and the steps to be taken by the office and service provider has already been shared through email, as directed by Hon'ble Mr. Justice Yashwant Varma, Judge-High Court of Delhi and Chairman of the IT & AI Committee, High Court of Delhi.

In compliance to the above directions, I kindly request your good self to constitute a committee as approved by the Hon'ble Principal District & Sessions Judge (HQs):

COMMITTEE FOR MONITORING AND ENSURING THE TARGETED DIGITIZATION/SCANNING-.....DISTRICT		
1	Chairperson	Sr. Most Judicial Officer amongst the Officer In-charge-Record Room or Digitization Cell
2	Member	Judicial Officer of Delhi Higher Judicial Service (Preferably Officer In-charge-Record Room or Digitization Cell)
3	Member	Administrative Civil Judge
4	Member	Preferably Nodal Officer-Digitization Branch or Record Room or Computer Branch

Please direct the concerned office/official to take necessary steps for constitution of proposed committee and send a compliance report accordingly for onward transmission to the Hon'ble High Court of Delhi.

Thank you for your attention to this matter.

With kind regards,

(Sunil Kumar Sharma)
District Judge/DHJS
Chairman-IT & Digitization
Delhi District Courts

1) Chairperson dig committee
2) OIC Dig R.R.
3) OIC Jud. BR
for information and compliance.

[Signature]
22/02/25
offg. P.D. DSJ (M)